



**DIRECTOR OF ENVIRONMENTAL HEALTH POLICY  
NEW YORK OFFICE**

**ABOUT US**

**West Harlem Environmental Action a/k/a WE ACT for Environmental Justice** is a non-profit, community-based advocacy organization that works to build healthy communities by ensuring that people of color and/or low-income residents participate meaningfully in the creation of sound and fair environmental health and protection policies and practices. **WE ACT is a nationally recognized leader in the environmental justice (EJ) movement** and is known for its work in the areas of children's environmental health; government accountability; and climate, energy and environmental justice.

**WE ACT is the only national EJ organization with a permanent presence in Washington, DC.** Our federal policy strategy includes advancing and reforming new national policy, practices and regulations; supporting policy implementation and regulatory efforts of existing policy to ensure accountability; convening coalitions, organizations and researchers to drive a shared national EJ agenda; building a powerful narrative to catalyze a national EJ movement; and serving as a connector, re-grantor and technical assistance provider to build the capacity of EJ organizations into a powerful, cohesive national movement.

**WE ACT prioritizes the voices of longstanding community members, communities of color, lower-income communities and, most importantly, those who have been historically marginalized and subjected to environmental and other forms of racism and exclusion.** In accordance with the Jemez Principles, **we believe that communities must speak for themselves.** We work at the intersection of community engagement and activation, policy, research and education. WE ACT leverages our place at the table to push system actors, including elected officials, Big Greens, coalitions and allies to center racial justice and equity.

## ABOUT THE ROLE

WE ACT is seeking a Director of Environmental Health Policy with a demonstrated passion for justice and equity issues. Reporting to the Executive Director, the Director leads the organization's policy agenda aimed at addressing issues affecting the climate and environmental health of disadvantage communities within New York City and New York State level and works collaboratively with our Federal Policy Office in alignment with national policy goals. The Director of Policy:

- Serves as a senior advisor to the Executive Director on addressing priority issues related to environmental, climate, and energy justice.
- In consultation with internal subject matter experts, conceptualizes and develops strategies and action plans to address current and emerging policy issues, including
  - addressing the cumulative impacts of exposure to pollution, toxic chemicals, lead, and other environmental harms;
  - making sure local, state and federal climate, energy and environmental funding and policy interventions are applied equitably and reach those most impacted by the climate crisis;
  - ensuring government accountability and public participation in decision-making processes;
  - relieving utility debt and solidifying green and healthy housing as a human right;
  - facilitating a just and equitable transition toward an energy future that provides direct benefits to impacted people, nestled in the principles of energy democracy
- Advocates, lobbies, and educates diverse audiences on WE ACT's policy and legislative agenda including government officials, community leaders, social justice coalitions, and advocacy groups.
- Leads, manages and provides direction and oversight to a policy team of six staff in alignment with the organizations mission and goals; and fosters a spirit of teamwork and collaborations amongst their team.
- Represents WE ACT on high-level policy-related task forces, government advisory committees, and working groups; leads in relevant coalitions, campaigns and meetings as needed to advance the organizations policy agenda.
- Builds and maintain strong relationships with key government officials, policymakers, and other stakeholders.

- Stays current on emerging policy developments, research, and advocacy best practices in the field.
- Collaborates with the Director of Development and Executive Director on a fundraising strategy that aligns with Policy team goals, and participates in the development of funder proposals/reports and engagement with public and private funders on behalf of the organization.
- Monitors and evaluates the impact of New York City and New York State environmental policies and develops and implements comprehensive campaigns and strategies in response.
- Oversees preparation of lobbying disclosure reports as needed.
- Leads in submitting and representing the organization in major legal and regulatory proceedings, included rate cases where applicable
- Drafts, oversees, and edits detailed written reports, regulatory guidance documents, testimonies and comments, and policy documents as needed.

## **Requirements**

- 5+ years of relevant experience, with a minimum of 2 years in a supervisory role.
- Exceptional political acumen, thorough understanding of New York City and New York State political landscape and legislative process.
- Graduate degree in environmental/climate science, public policy, or law preferred.
- Familiarity with the current political, legal, regulatory and trends related to climate, energy and environmental justice.
- Demonstrated experience in leading cross-functional teams in collaborative efforts to address diverse environmental challenges.
- Understanding environmental policy and law; environmental justice concerns and perspectives; and knowledge of city, state and federal politics.
- The ability to work productively as a member of a fast-paced team of skilled professionals including community organizers is required.
- Excellent communication skills, both oral and written. Must be able to present complex concepts in a concise and understandable way.
- Strong research and writing skills; strategic and creative thinking aptitude.
- Exceptional organizational skills and keen attention to detail.
- Work experience preferably as either a legislative staff of an environmental group or elected official, on a legislative committee, or on a legislative/policy campaign.
- Travel is required for this position.

## **SALARY AND BENEFITS**

WE ACT offers competitive nonprofit compensation and is committed to justice in salary transparency and wage equity. The salary range for this position is \$125,000 – \$140,000, based on experience and qualifications. WE ACT offers a generous suite of benefits, including comprehensive health care (medical, dental and vision), flexible spending account, life insurance, retirement programs and paid holidays and vacation, along with onsite HR support for your benefit needs. WE ACT follows a hybrid work policy. All staff are fully vaccinated.

## **HOW TO APPLY**

To apply or nominate a candidate, please send to [Karla.Cordero@weact.org](mailto:Karla.Cordero@weact.org) with “Policy Director” in the subject line a resume and cover email and copy HR Manager, Shanell Reyes, [Shanell.Reyes@weact.org](mailto:Shanell.Reyes@weact.org). Submission in a combined PDF or Microsoft Word file is preferred. This position is open until filled and applications will be reviewed on a rolling basis.

WE ACT is an equal opportunity employer and strongly encourages applications from people of color, women, persons with disabilities and LGBTQ communities. We are committed to transparent and equitable recruitment, hiring and promotion processes that foster inclusion and belonging. If you’ve read this job description, are excited by it and can see yourself in this role, we hope you apply. If you need a reasonable accommodation during the application or interview process, please email [Karla.Cordero@weact.org](mailto:Karla.Cordero@weact.org).